



Pukehina Beach Ratepayers Association Inc.

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Paradise Created by nature and cared for by the Community

***Minutes of the committee meeting Monday February 10th 2014
at 7.30 pm at the Pukehina Beach Fire Brigade hall.***

Present: Meeting opened at 7.30pm. Ian Rodger (chair), Rex Cameron, Carole Forrester, Stella Cressey, Alex White, Ray Foster John Cook, Dallas Bates (committee), Councillor Kevin Marsh .

Apologies – Bev Nairn, John Scrimgeour, Alan Sutherland. Ian moved that apologies be accepted, seconded Stella, carried

Minutes –

Minutes from the last meeting were circulated. Ian moved the minutes be accepted as a true and accurate record with the following corrections, the heading should read December and under Roading & Signage it should read Pukehina Station Road not Pongakawa School Road, seconded Carol, carried.

Matters arising from the minutes – nil

Correspondence:

- * NZ Police – Tawhai Schuster with ‘Crime in your area’
- * TEL meeting & site drive – Feb 12th at 4.30pm. RSVP Claire Pedersen-Croll
- * ZNail movie coming to Pukehina. Call for support and public notification via the Newsletter
- * WBOP re Hall Maintenance, suggesting painting. ? Chance to lobby for vertical blinds for AV shows – Rex reported that the council did not approve the purchase of blinds as maintenance, but we will pursue.
- * Pukehina Surf Rescue (PSR) Letter handed to Ian at AGM

Outwards: Nil

Ian Moved Correspondence be accepted seconded Alex - Carried

Matters arising from the Correspondence –

Response to ZNail - Stella reported that the ZNail information was on the website. The Surf Rescue letter was discussed and Ray reported on his communication with the writer in general business

Financial Report:

Alex presented report and in discussion corrections were made – corrected accounts were accepted by committee (Alex to provide an amended copy for circulation with minutes) Moved Ian seconded Carol - Carried.

Alex expressed his concern about the Estuary Walkway accounts mounting up with no progress on fund raising to match. John reported on the subcommittee’s progress to date and that one major funding initiative seemed to have dried up and they had refocused their efforts on an alternative with the WBoP Council. John and Ray had presented their funding proposal to the council that afternoon and were quite confident that the request was received favourably and would provide funding that would cover the existing loans and also provide some funding to enable the start of the construction phase.

Alex, in light of the lack of funding, questioned the need for the subcommittee having their own account if they were unable to use it. Alex’s concern was over having to withdraw monies from the PBRA investment account to pay the Estuary Walkway accounts due to the lack of cash flow.

After discussion it was agreed that the Estuary Walkway Subcommittee would report on the status of their account at each meeting and use whatever funds they had available to pay accounts that were not related to the Consent process. It was noted that the committee had by way of a vote agreed that the Association would continue to "loan" monies to the Estuary Walkway Subcommittee to cover all costs associated with gaining the consent for the building of the walkway because it was obvious that no funding would be available until the consent had been granted.

Stella moved a motion to set up an automatic payment for the website services provided by Buslink. Seconded John – Carried

PUKEHINA BEACH RATEPAYERS ASSOCIATION FINANCIAL REPORT FEBRUARY 2014 (INC DEC/JAN)		
Westpac		
Account Balance		\$4,675.28
Cheques Drawn (Dec)		
Xero	\$46.96	
Warehouse Stationary	\$25.56	
Bizlink	\$40.19	
PBRA Xmas Bar Tab	\$312.50	
Bizlink	\$80.38	
Gift Basket (Super Liquer)	<u>\$120.00</u>	
	\$625.59	
Cheques Drawn (Jan)		
Xero Auto Payment	\$55.95	
WBOP Resource Consent Est. Walkway	<u>\$780.00</u>	
	\$835.95	\$1,461.54
Deposits (Dec)		
Subs Direct Credit (70x20)	\$1,400.00	
Banked Subs (74x20)	\$1,480.00	
Website Sponsors (Pukehina Rat)	\$100.00	
Nutec Security	<u>\$125.00</u>	
	\$3,230.00	
Deposits (Jan)		
Subs Direct Credit (9x20)	\$180.00	
Subs Banked (50x20)	\$1,000.00	
Sponsors (Petes Takeaway)	<u>\$125.00</u>	
	\$1,305.00	\$4,535.00
Heartland Term Deposit		
Invested at 4% to mature 6 th March 2014		\$20,475.17
PBRA Community Vehicle		
Westpac Account Balance		\$2,023.00
Cheques Drawn		
BP Service Garage (Rust Removal)	\$62.96	
Pukehina Beach Sports Field		
Westpac Account Balance		\$123.95
Note:		
Estuary Walkway Account:		\$6,592.63
Members now read 206 on 625 homes – 33%		

General Business and Standing items:

Committee Roles

#	Project	Group Leader & team	Description
1	Council submissions, Relationship with CEO, Development fund, Newsletter	Ian	Promote good communications between PBRA and council officers. Elaborate goals/budget for the development fund. Sue will assist with Newsletter
2	Wastewater, Septic tank maintenance zone	John	Develop a plan with costs for regular and monitored tank cleaning to present to the next AGM
3	Roading, storm water, kerb & Channel, signage, CCTV	Alan	Research best CCTV or camera options for recording vehicle movements onto the beach. Optimise outcomes for roads etc
4	Community emergency plan, liaison with neighbourhood watch and Fire brigade	Carole	Familiarise civil defence plans, Tsunami warning system, update and distribute CEP to new residents.
5	Community car, bikes on beach, Community hall, liaison with police, liaison with council parks and reserves	Rex	Keep the beach community rolling
6	Website development	Stella	Establish a PBRA info website, and accounting package for membership database and invoicing
7	Waihi estuary care group	Ray & Dallas	Co-ordinate myriad authorities and interest groups, engineering and assist with construction. Raise funds
8	Environment, sand dune refurbishment	Bev, Ian	Encourage improvement of the natural environs. Review dune replenishment options and implications on continued funds collection for AGM 2014
9	Budget, fundraising, sponsorship	Alex	Approach funding sources for assistance with vehicle costs and walkway development as required

Council submissions - Ian

Ian met with Glenn Snelgrove on the concept of a "Warrant of Fitness" for our Septic Tank maintenance program. Glenn agreed that it was a concept that could work and was prepared to investigate how the council could assist with information and guidelines on "Warrant of Fitness" checklists and reporting etc.

Glenn reported that he had followed up on the Surf Rescue Committee's concerns tabled at the AGM and said that the council and the PSR were now communicating and were confident of a positive outcome.

Waste water – John

1. The non-member registration for the Pete's Takeaway offer

2. The fact that non-resident ratepayers did not understand that the contractor could not offer the discount unless he had the advantage of multiple tank cleaning for one day.

Stella and Alex agreed to call non-members to explain the situation after which Ian and Stella would talk to the operations manager of Pete's Takeaways advising him of the result. Pete's will have to manage the negotiation of their schedule of work with the ratepayers as PBRA could not influence that.

Roading, signage – Rex

Nothing new to report on any roading/stormwater issues or developments

The CCTV installation was delayed due to a part not being available

Ian expressed his concern over the management of the "sensitive film footage" and Rex was quite sure that the Police had approved the safe secure film storage process by the supplier. Ian was going to confirm this with the police and contact the suppliers to get the process formally documented.

Community facilities - Rex

All going well – with good bookings for Hall

Ian asked about the maintenance as per inward correspondence and Rex indicated the hall committee had no requests. Ian asked about blinds and Rex said that request had been refused by council.

Waihi Estuary Walkway – John

See Financial Report for discussion on funding. John advised that the subcommittee would be approaching TECT but that required having an electricity account with them. John was going to investigate how we could become the account holder, currently shared between fire, hall and PBRA.

John presented the Estuary Walkway signs that would be placed at appropriate locations.

Sand dunes & Environment – Ian

BOPRC has copy of the Kenneth Murray PhD thesis of the Maketu estuary.

Motunau park loo is done and the shelter is being used already. Landscaping is due for completion May this year. There is a sign welcoming overnight camping for self contained vehicles.

Ian reported that following up on the motion passed at the AGM, he had meet with the consultant Jim Dahum. Jim Dahum has visited Pukehina and based on that visit is prepared to proceed with gaining a 35 year consent for importing and or scraping sand for the repair of eroded sand dunes on Pukehina Beach. This would mean working with council (local and regional) and DOC to produce a draft. Once we had approved the draft he would then table the consent. This cost was set at a maximum of \$6,000. Additional charges may be incurred if more information is requested by council after initial consent had been tabled - max \$10,000.

If consultation is required by individuals (most unlikely), DOC and or Iwi, this cost would be extra, and depending on subject matter, an expense that is impossible to estimate. A minor matter requiring a simple explanation taking a day/days in time will be around \$1000 per day. The committee can manage that spend as required. Ian reported that he is confident we can gain the consent under the \$10k approved at the AGM

AGM

Ian asked for any comments on he meeting and draft minutes. There was disappointment about how the Surf Rescue club rooms situation was tabled at the AGM. However it was noted that Ray had, on our behalf, made contact with the PSR offering our support. See comments under Council submissions about Glenn's comments.

The committee expressed concern over being too involved and the apparent PSR committee belief that we have a lot of influence on council activity and funding.

Ray expressed his desire to be our representative on a subcommittee and Dallas indicated that he was very keen to support the Surf Rescue efforts and therefore was willing to assist Ray as required; approved by Ian. See next report on the meeting held with PSR.

Surf Rescue:

Ray reported on his meeting re the letter that was tabled at the AGM. The toilet situation is critical and obviously their club rooms and storage facilities are inadequate.

The Surf Rescue committee have decided to improve their facilities. Obviously the shared "arrangement" with Council re land and toilets needs to have some formal structure for this project and they are inviting us to assist them.

We agreed we need to make sure that the PSR are aware of our limitations as an organisation and that our assistance and support will be advisory only. Ian moved that Ray be our representative to the PSR subcommittee that has responsibility for investigating the new facilities for the club, seconded Alex, carried.

Ray is to communicate this to the Surf Rescue Committee and will report to our committee at each regular meeting.

Other General Business:

Logo - Stella asked for permission to investigate the painting of our Beach Logo on the wall of the Motunau Park Toilet block. We approved getting a costing prior to seeking council approval.

Business Plan - Stella suggested we looked forward and developed a business plan and from that, a budget plan. She suggested a "brain storming session" to establish a framework and there was general approval for this idea. Ian said he will make it an agenda item for the next meeting and suggested that it be formatted under the present profile subjects – agreed.

The meeting was closed at 9:40pm, next meeting Monday March 10th at 7.30pm, Fire Brigade rooms.

Approved:

Signed :